

## City of Eugene – Basic Benefits Package

### EPEA Represented Employees

See EPEA contract, Employee Benefits Handbooks and

Employee Benefits Website ([www.eugene-or.gov/employeebenefits](http://www.eugene-or.gov/employeebenefits)) for more information

#### CITY PROVIDED BENEFITS

Benefit	Description
<b>Health Insurance</b> <i>Medical, dental and pharmacy coverage administered by PacificSource Health Plans</i>  <i>Dental coverage administered by ODS Health Plan, Inc.</i>	<p><b>Medical:</b> Employees may choose between two self-insured medical plans. See the <i>Comparison of Benefits</i> for a detailed comparison of the medical plan coverage.</p> <ul style="list-style-type: none"> <li>➤ City Health Plan is a Preferred Provider Organization (PPO) plan. While in the service area, you must use a PacificSource network provider or hospital to receive the highest benefit level.</li> <li>➤ City Managed Care Plan is Point of Service (POS) plan. Must choose a Primary Care Provider (PCP). For most services, you must use or be referred by your PCP and use a PacificSource network provider or hospital to be paid at the highest benefit level.</li> </ul> <p><b>Dental:</b> Coverage is provided through the City Health Plan (PPO) for all employees covered under either medical plan.</p> <ul style="list-style-type: none"> <li>➤ Annual Benefit Maximum: First calendar year of coverage: \$250</li> <li>➤ Each succeeding calendar year: \$1,250</li> </ul> <p><b>Vision:</b> Coverage is provided through the City Health Plan (PPO) for all employees covered under either medical plan.</p>
<b>Basic Life Insurance and Accidental Death &amp; Dismemberment (AD&amp;D) coverage</b>	<p>Coverage is provided through Standard Insurance Company. There is no cost to the employee; City of Eugene pays the entire premium.</p> <p>EPEA-represented Regular and Limited Duration Employees:</p> <ul style="list-style-type: none"> <li>➤ Life Insurance: 2 x Annual Scheduled Salary, rounded to the nearest \$1,000, up to a maximum of \$120,000.</li> <li>➤ AD&amp;D: 2 x Annual Scheduled Salary, rounded to the nearest \$1,000, up to a maximum of \$120,000.</li> </ul>
<b>Long Term Disability Insurance (LTD)</b>	<p>Coverage is provided through Standard Insurance Company. There is no cost to the employee; City of Eugene pays the entire premium.</p> <p>If you qualify for long-term disability benefits you will receive 66% of your basic monthly earnings to a monthly maximum of \$3,960 per month. The Maximum Benefit Period depends on your age at disability.</p>
<b>Retirement</b>	<ul style="list-style-type: none"> <li>• Oregon Public Employee's Retirement System (PERS)</li> <li>• Oregon Public Service Retirement Plan (OPSRP)</li> <li>• City of Eugene pays the employee contribution (6% of salary) to these retirement programs, which is deposited into the Individual Account Program (IAP) for both PERS and OPSRP members.</li> </ul> <p>Employees hired on or after 8/29/2003 become part of OPSRP (after working for the City for a 6 month waiting period in a position requiring 600 hours in a calendar year), unless membership was previously established in PERS.</p> <p>For more information visit the PERS website: <a href="http://oregon.gov/PERS">http://oregon.gov/PERS</a></p>
<b>Employee Assistance Program (DIRECTION for Employee Assistance)</b>	<p>The Employee Assistance Program (EAP), offered through DIRECTION for Employee Assistance, offers confidential counseling services to assist employees and their family members in finding solutions to their problems. Eligible for up to 4 visits per problem per year. There is no cost to the employee for these visits. Employees, their immediate families, and members of the employee's household are eligible for this benefit.</p>
<b>Time off in Lieu of Holidays</b>	<p>Employees will accrue personal time off in lieu of holidays at the rate of one-hundred twelve (112) hours per year. Holiday time will accrue each bi-weekly pay period based on hours of work and paid leave time coded. Employees upon termination are entitled to a pro-rated holiday accrual for any portion of the last month served.</p>
<b>Sick Leave</b>	<p>Employees accrue sick leave at the rate of one hundred two (102) hours per year in twenty-six (26) bi-weekly payroll periods. The amount of leave accrual will be pro-rated in any pay period where the employee takes leave without pay. Part-time employees with a regular work schedule will code sick leave hours according to the scheduled hours to be worked that day. There is a limit of one thousand two hundred (1,200) hours on the amount of sick leave time that can be accrued.</p>
<b>Vacation Bonus for Low Sick Leave Use</b>	<p>Employees who use three (3) working days or less of sick leave per fiscal year will receive an eight (8) hour vacation credit. Employees at the maximum accrual of sick leave qualifying for such a bonus shall receive an additional eight (8) hour vacation credit.</p>



## City of Eugene – Benefits Summary (continued)

### EPEA Represented Employees

See EPEA contract, Employee Benefits Handbooks and  
Employee Benefits Website ([www.eugene-or.gov/employeebenefits](http://www.eugene-or.gov/employeebenefits)) for more information

#### CITY PROVIDED BENEFITS

Benefit	Description																								
Vacation	<p>Vacation accrual is based upon years of service. Vacations shall accrue according to the following schedule:</p> <table><tr><th>Length of Continuous Service in Years</th><th>Full-Time Annual Accrual Rate</th><th>Full-Time Pay Period Accrual Rate</th></tr><tr><td>less than 2</td><td>80</td><td>3.077</td></tr><tr><td>2 but less than 5</td><td>96</td><td>3.692</td></tr><tr><td>5 but less than 10</td><td>120</td><td>4.615</td></tr><tr><td>10 but less than 15</td><td>144</td><td>5.538</td></tr><tr><td>15 but less than 19</td><td>160</td><td>6.154</td></tr><tr><td>19 but less than 24</td><td>176</td><td>6.769</td></tr><tr><td>24 and over</td><td>200</td><td>7.692</td></tr></table> <p>Vacation accrued during the first twelve (12) months of continuous service shall not be credited as earned vacation until the employee completes the first twelve (12) months of continuous service. Part-time employees accrue vacation on a pro-rated basis according to their regular work schedule.</p> <p>Earned but unused vacation credits shall be allowed to accumulate up to four hundred (400) hours.</p>	Length of Continuous Service in Years	Full-Time Annual Accrual Rate	Full-Time Pay Period Accrual Rate	less than 2	80	3.077	2 but less than 5	96	3.692	5 but less than 10	120	4.615	10 but less than 15	144	5.538	15 but less than 19	160	6.154	19 but less than 24	176	6.769	24 and over	200	7.692
Length of Continuous Service in Years	Full-Time Annual Accrual Rate	Full-Time Pay Period Accrual Rate																							
less than 2	80	3.077																							
2 but less than 5	96	3.692																							
5 but less than 10	120	4.615																							
10 but less than 15	144	5.538																							
15 but less than 19	160	6.154																							
19 but less than 24	176	6.769																							
24 and over	200	7.692																							

#### VOLUNTARY BENEFITS

<b>Flexible Spending Account (FSA) and Transportation Reimbursement Account (TRA)</b>	Flexible Spending Accounts (FSA) and Transportation Reimbursement Accounts (TRA) allow you to have part of your salary withheld on a pre-tax basis to pay for certain dependent care, health care, and transportation expenses that you would normally pay for with after-tax dollars. This can mean a significant tax savings on qualified expenses. All regular full and part-time employees are eligible to participate in the FSA/TRA program.
<b>Portable Term Life Insurance</b>	Optional supplemental Portable Term Life Insurance may be purchased by the employee or their spouse/domestic partner through ReliaStar Life Insurance Company. The premium is paid through a payroll deduction. New employees may apply for a Guaranteed Issue amount within 31 days of their date of hire without the need for a Proof of Good Health form. All other applications require completion of the Proof of Good Health form and underwriting by ReliaStar.
<b>Deferred Compensation</b>	<p>All regular full-time and part-time employees can participate in the City's Deferred Compensation Plan. This voluntary supplemental retirement program allows you to have part of your salary withheld on a pre-tax basis and invested for payment to you upon termination. The City's Deferred Compensation Carrier is ING.</p> <p><i>See the Deferred Compensation Handbook for more information.</i></p>
<b>Employee Health and Wellness Program</b>	<p>The COE promotes healthy lifestyles for all employees and their families. The following programs help support our employees through various stages of life:</p> <ul style="list-style-type: none"> <li>- Health/risk assessments, blood chemistry analysis, dietary analysis, lifestyle and fitness prescriptions, health/wellness educational classes and programs</li> <li>- Employee exercise facilities (free use with orientation and ID card)</li> <li>- Smoking cessation program</li> </ul>
<b>Training and Development Program</b>	<p><b>Coordinated Training Program:</b> In-house technical and non-technical training programs ranging from job specific to fundamental business to leadership skill techniques</p> <p><b>Educational Aid:</b> tuition reimbursement/educational assistance may be available</p>